

# *Approved*

## ***City of York Planning Commission July 21, 2021 Minutes***

### Members present:

Chairperson Wendy  
Duda

Matt Hickey

Maria Duncan

Charles Brewer

Ron Parrish

Arthur Lowry

Francine Mills

### Members absent:

### Others present:

Planning Director Breakfield  
Zoning Administrator  
Blackston

(See sign-in sheet)

Chairperson Wendy Duda called the meeting to order at 6:09 pm.

**The first item of business** was approval of the draft Minutes from the June 30, 2021 workshop.

Upon a Motion by Maria Duncan, seconded by Ron Parrish, the Commission unanimously approved the draft Minutes as submitted.

**The second item of business** was approval of the draft Minutes from the July 7, 2021 meeting.

Upon a Motion by Matt Hickey, seconded by Arthur Lowry, the Commission unanimously approved the draft Minutes as submitted.

**For the third item of business,** Chairperson Duda opened the floor for comments from the public on agenda items.

It was noted that no comments from the public were received regarding any of the agenda items.

**The fourth item of business** was the consideration of a preliminary plat submittal for the Wilkerson Place project located off of Cooperative Way.

Planning Director Breakfield indicated the following regarding the application:

1. Previously, the Board of Zoning Appeals approved a conceptual site plan for this project. Based on the conceptual site plan approval, the applicant has prepared and submitted the provided preliminary plat and construction drawings for the project.
2. City staff has reviewed and found the subject drawings substantially compliant with the approved conceptual drawings with the exception of the following:
  - All requirements of the York Fire and Utilities Departments must be met.
  - Pertinent written approvals from SCDOT and SCDHEC must be obtained and submitted to the City.
  - The actual improvements for the open space and amenity areas shall be determined by the Planning Commission (PC) during the review of the preliminary plat/construction documents. This information included community mailbox center (and coordination of street lighting and parking spaces), gazebo, tot lot, landscaping/buffering, timing of installation of amenities, trail signage, etc.

After discussion and upon a Motion by Charles Brewer, seconded by Matt Hickey, the Commission unanimously conditionally approved the preliminary plat for the project based on the following issues being addressed to the satisfaction of City staff:

- All requirements of the York Fire and Utilities Departments must be met.
- Pertinent written approvals from SCDOT and SCDHEC must be obtained and submitted to the City.
- The applicant will submit a site plan showing the proposed amenities for review by City staff prior to installation.
- The applicant shall install all amenities before a certificate of occupancy is issued for any property in the project.
- Phasing plan must be submitted that meets all City requirements.

There being no further business, the meeting was adjourned at 6:50 pm.

Respectfully submitted,

C. David Breakfield, Jr. MCP, AICP  
Planning Director

cc: File – Planning Commission 7/21/2021  
Seth Duncan, City Manager